

**Diabetes Advisory Council  
October 14, 2010  
Indiana State Department of Health  
Rice Auditorium**

**Minutes**

1. Welcome and Roll Call

Participants:

Via conference call – Amy David, Roy Geib, Katie Hillman, Lanet Owen, Doug Poe, Karen Pope, Mary Schalliol, Johnnie Washington, Barb Welty

In person – Linda Bailey, Carla Chance, Jim Clark (Chair – Advocacy and Partnerships Committee), Steve Clarke, Jenny Conder, Rosana De Jesus, Sandra Edmond, Diana Emmick, Rose Flinchum, Margie Fort (Chair – Primary Prevention Committee), Craig Freeze, Meena Garg, L'erin Garner, Sharon Goodman, Anita Gupta, Laura Heinrich (DPCP staff), Sherri Horvat, Matt Huff, Lisa Klenk, Jill LeMasters, Mike Lindbloom, Greg Lorenz, JoBeth McCarthy-Jean, Danielle Patterson, Jennifer Pferrer, Amanda Raftery, Laci Randel, Bev Reed, Juan Sanchez, Javier Sevilla, Karen Shidler, Manisha Singhal (DPCP staff), Lisa Staten, Linda Stemnock, Brad Sutton, Karen Ten Cate, Champ Thomaskutty (DPCP staff), Allen Tunstall (Chair – Data, Surveillance and Evaluation Committee), Nancy Yoder

2. Approval of July 13, 2010 Minutes

Roy Geib motioned to approve the minutes from the last council meeting; Craig Freeze seconded the motion.

3. Approval of Updated DAC Bylaws

Manisha Singhal reported the following revisions made to the DAC Bylaws:

- Inclusion of State Plan development, implementation and evaluation under Article I. Mission and Purpose
- Defining DAC functions under Article II. Roles and Responsibilities
- Renewing DAC membership every three years instead of annually under Article III. Section 2 – Terms of Membership
- Provision for the Chair, Chair Elect and Committee Chairs to serve a two year term of office under Article IV. Section 3 – Term of Office
- Mandatory attendance for at least three of the four quarterly DAC meetings a year via conference call or in-person participation by member or designated proxy under Article V. General Council Member Responsibilities
- Revision of key committee areas to reflect State Plan priorities under Article VII. Section 4 – Standing Committees; flexibility to make changes as needed to standing or ad hoc committees under Article VII. Section 1 – Establishment

After a brief discussion, a motion was made to approve the changes to the Bylaws.

4. Data Presentation – “Diabetes in Indiana”

Champ Thomaskutty gave a PowerPoint presentation on the overall diabetes trends in the US as well as Indiana specific diabetes data. The presentation covered topics such as the prevalence of diabetes, diabetes complications, racial disparities, economic impact of the disease, and opportunities for improvement. During the open discussion, awareness was brought to the dearth of quantifiable data in areas such as pre-diabetes, racial demographics among people with diabetes in Indiana, income disparities, and regional diabetes data.

5. Diabetes State Plan Presentation

Laura Heinrich gave a PowerPoint presentation on the strategic planning process for the development of the Indiana Diabetes State Plan. This is a five year state plan and will be in effect from 2011-2015. Laura began the presentation with discussion of the “systems approach” and the importance of collaboration to aid in the successful delivery of diabetes health services. Details of the state plan framework were highlighted including sample templates, organizational roles and responsibilities, committee functions, and the development timeline. Laura called for help from the council in writing the State Plan, giving specifics in the listing of responsibilities and needs from committee members.

6. DAC Leadership and Committee Structure

Laura gave a brief update on the restructuring of committees. The Data and Surveillance Committee and Evaluation Committee have been combined into one Data, Surveillance and Evaluation Committee. The Education and Health Services Committee may be re-structured in the future as needed. An ad-hoc State Plan Committee will be implemented for the duration of the strategic planning process.

**Chairs for the 3 of the 4 DAC Committees were unanimously sworn in and are:**

- **Jim Clark (Advocacy and Partnerships Committee)**
- **Margie Fort (Primary Prevention Committee)**
- **Allen Tunstall (Data, Surveillance and Evaluation Committee)**

**Currently, the following 3 council seats are vacant: Chair, Chair Elect, and Education and Health Services Chair.** Laura will follow-up by emailing members to solicit interest in these positions. Chairs will be sworn in at the next council meeting.

7. The meeting broke into Committee discussions.

8. The meeting adjourned at 4 pm.

**The next meeting is on Wednesday, January 26, 2011.**